

**QUESTION**

We would like to know the following information;

1. Number of junior doctors within your Trust?
2. Number of career grade doctors (to include consultants, GPs, Associate Specialists and Specialty Doctors)?
3. Number of medical honorary contract holders (to include observerships and clinical attachments)?
4. Please confirm how many members of staff you have within your medical staffing/HR team; please confirm headcount, WTE and banding (AfC).
5. Do you have a separate medical education team to your medical staffing/HR team? If yes, please confirm headcount, WTE and banding (AfC).
6. Please confirm which of the following activities are undertaken by your Medical Staffing/HR team:
  - a. Employee relations
  - b. Recruitment
  - c. Payroll
  - d. Appraisal and revalidation
  - e. On call rota management
  - f. Junior doctor changeover/rotations (to include work schedules, rota analysis, exception reporting, induction activities, IT set up, supply of mobile devices- please specify)
  - g. Supply of medical locums/medical locum bank
  - h. Other activities; please provide any further information that you may wish to add that hasn't been included above.

**RESPONSE:**

1. 180
2. 314
3. Varies throughout the year, Approx 20 of each per year
4. Medical Staffing
5. Yes - 1.74 WTE x Band 5, 30.71 WTE x Band 2, 1 WTE x Apprentice
6. a. Advice along with HR Advisors, b. Part of the Consultant process, c. Instruct payroll changes, d. yes full process, e. Production and checking compliance of rota templates, f. all duties mentioned here , g. undertaken by separate team, h. Job Planning, Pay Progression, CEA.

**ATTACHMENT: No**